Public Document

12.08.2026

IPAC acreditação C0015 ISO/IEC 17065 Produtos
IPAC acreditação A0019 ISO/IEC 17021-1 Sistemas de Gestão

www.certis.pt / certis@certis.pt

CERTIS - Control and Certification, Unipessoal, Lda. is a Control and Certification Body recognized by the Competent Authority of the Member State of Portugal and has been accredited since 2010 by the Accreditation Body for Product Certification according to the NP EN ISO/IEC 17065 Standard and since 2011 for Management Systems – Certification of Forest Management according to the NP EN ISO/IEC 17021 Standard.

CERTIS has a Quality Manual for the evaluation and certification of products recognized as Protected Designation of Origin (PDO), Protected Geographical Indication (PGI), Guaranteed Traditional Specialty (GTS), Organic Production (OP), Integrated Production Mode (PRODI), Designation of Origin (DO), Geographical Indication (GI), Optional Labelling (OL), Private Standards (PS), Collective Certification Marks (CCM), Forest Management and Chain of Custody under the Programme for the Endorsement of Forest Certification (PEFC), Training (T), and Welfair Quality (WQ), in order to promote a climate of mutual trust among producers, preparers/processors, and consumers of the products that this company will control and certify.

CERTIS is establishing itself as a reference entity in promoting social and environmental responsibility, providing rigorous and innovative solutions that ensure sustainability and ethics in supply chains. In the scope of social responsibility, CERTIS develops humanitarian auditing and certification programs aimed at ensuring that labour rights are respected, working conditions are dignified, and that there are no practices of exploitation or discrimination in certified companies. The entity adopts strict international standards and collaborates with non-governmental organizations (NGOs), local authorities, and social partners, promoting human and economic development of the communities involved.

The environmental dimension of CERTIS's activities is equally exemplary. The company employs advanced assessment and control methodologies that ensure production practices are environmentally responsible. Efficient use of natural resources, minimization of waste, reduction of greenhouse gas emissions, and sustainable management throughout the entire supply chain are some of the key areas where CERTIS focuses its efforts.

It is worth noting that CERTIS encourages sustainable innovation, promoting the research and development of products and services that have a lower environmental impact. Through strategic partnerships with universities, research centres, and industries, the company is at the forefront of green technologies and solutions that enable a circular economy.

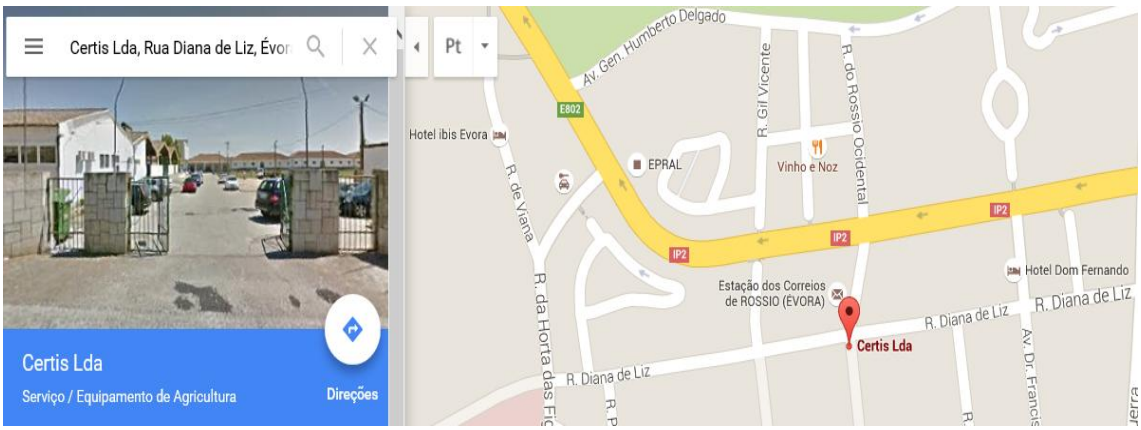
CERTIS represents a model of commitment to social and environmental responsibility, not only due to the rigor and demands in the services it provides but also for its active role in promoting a fairer and more sustainable future.

This document may be amended/revised whenever circumstances require it, particularly whenever there is a change in accreditation requirements or amendments to applicable standards or other reference documents.

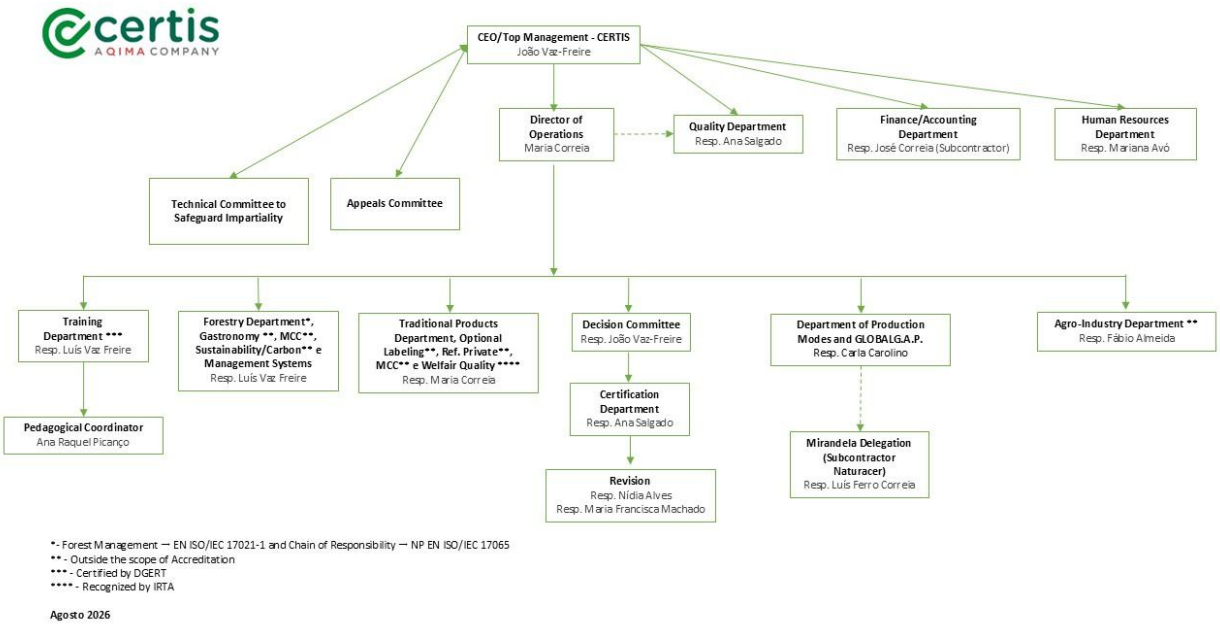
The following sections of this document succinctly explain the evaluation and decision-making process for the various certification scopes of CERTIS, namely, production modes, traditional products, optional labelling, private standards, and forest management and chain of custody. The obligations and duties of the parties (CB and Client) are also described, as well as the costs of evaluation and certification, the conditions for suspension and/or annulment, and the procedures for complaints, appeals, and confidentiality.

1. Location

CERTIS is based in Évora, at Rua Diana de Liz – P.O. Box 320, with the phone number 266 769 564 (Call costs: National Fixed Network) and has a Delegation in Mirandela at Avenida 25 de Abril, No. 218/22 R/C – Mirandela, with the phone number 278 257 304 (Call costs: National Fixed Network).



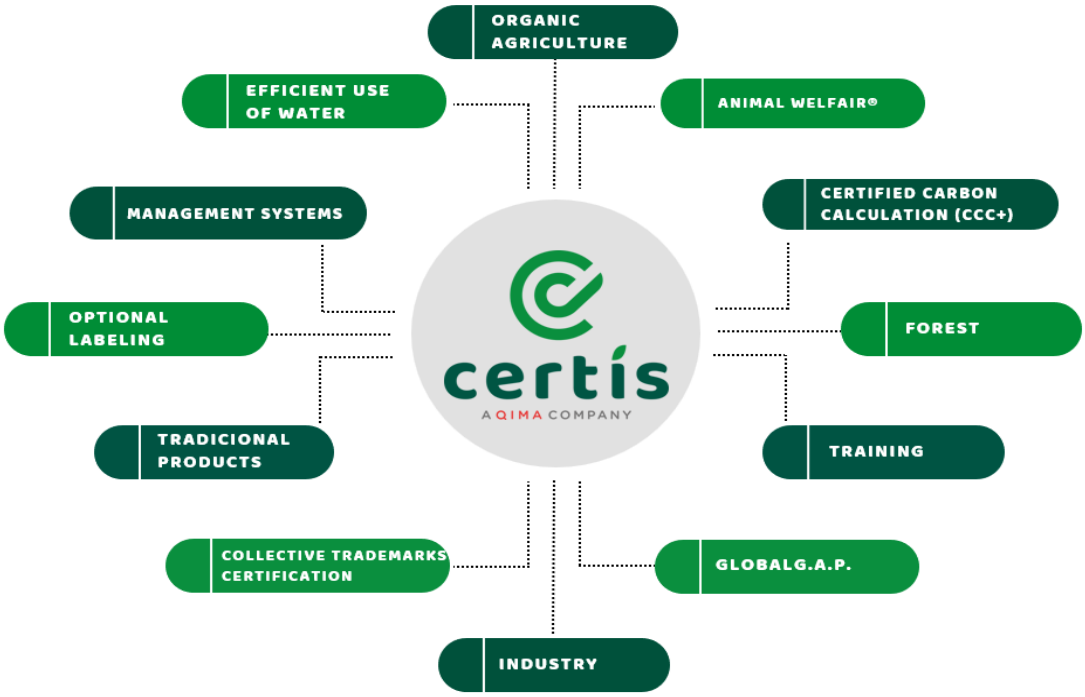
2. Organizational Chart



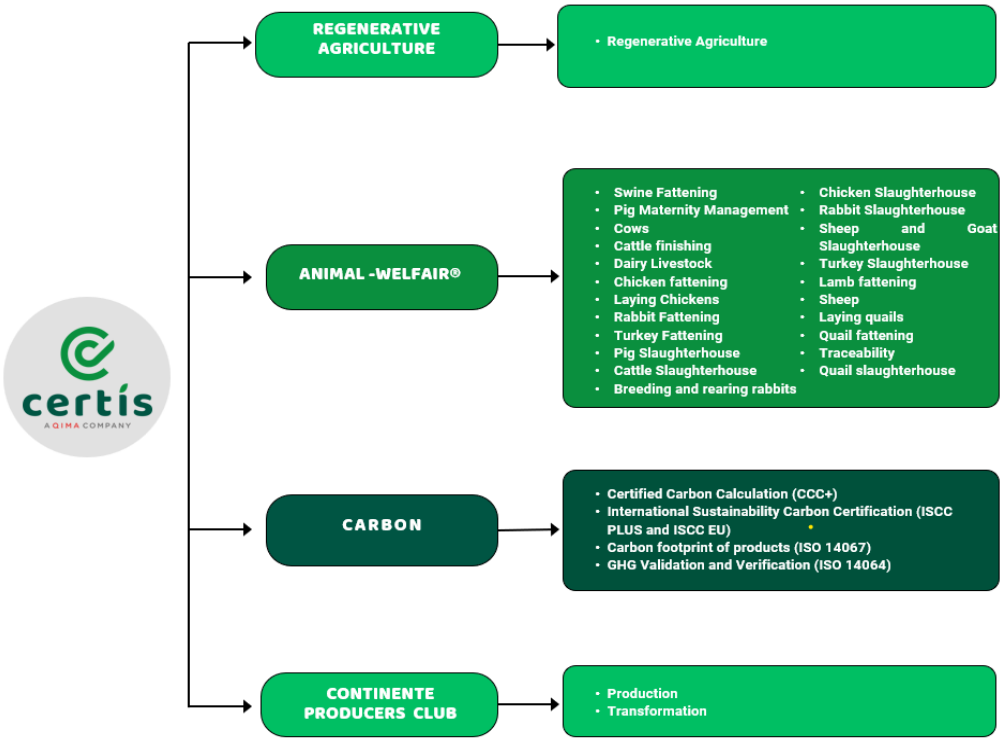
3. Certified products

CERTIS, as a Control and Certification Body (CB), is designated and/or recognized and/or accredited (as applicable) for the control and certification of the entire production chain, meaning from production to the final consumer, of the products and/or Management Systems described in the diagram below:

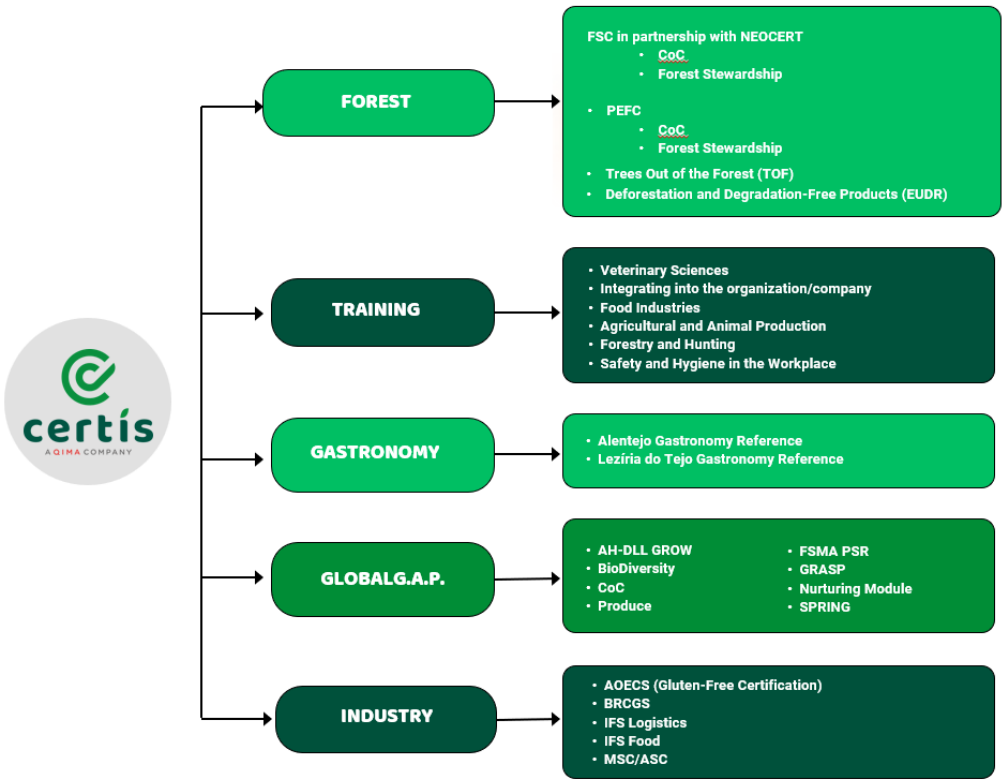
SERVICES - PRIMARY DOMAINS

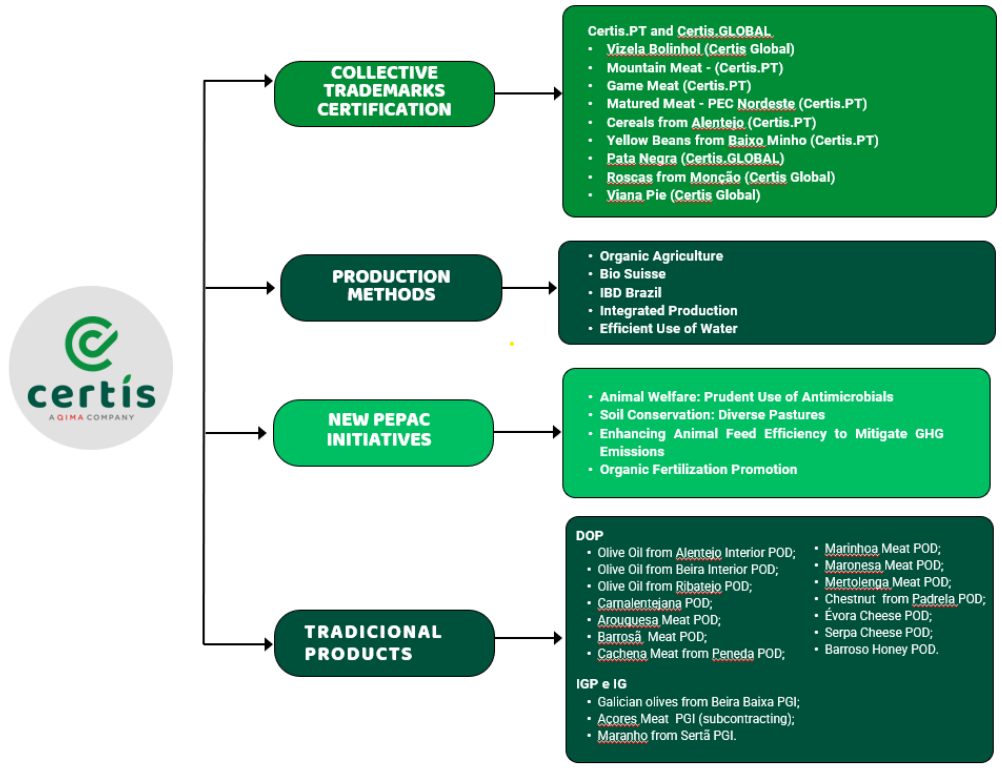


ALL SERVICES AND SCHEMES

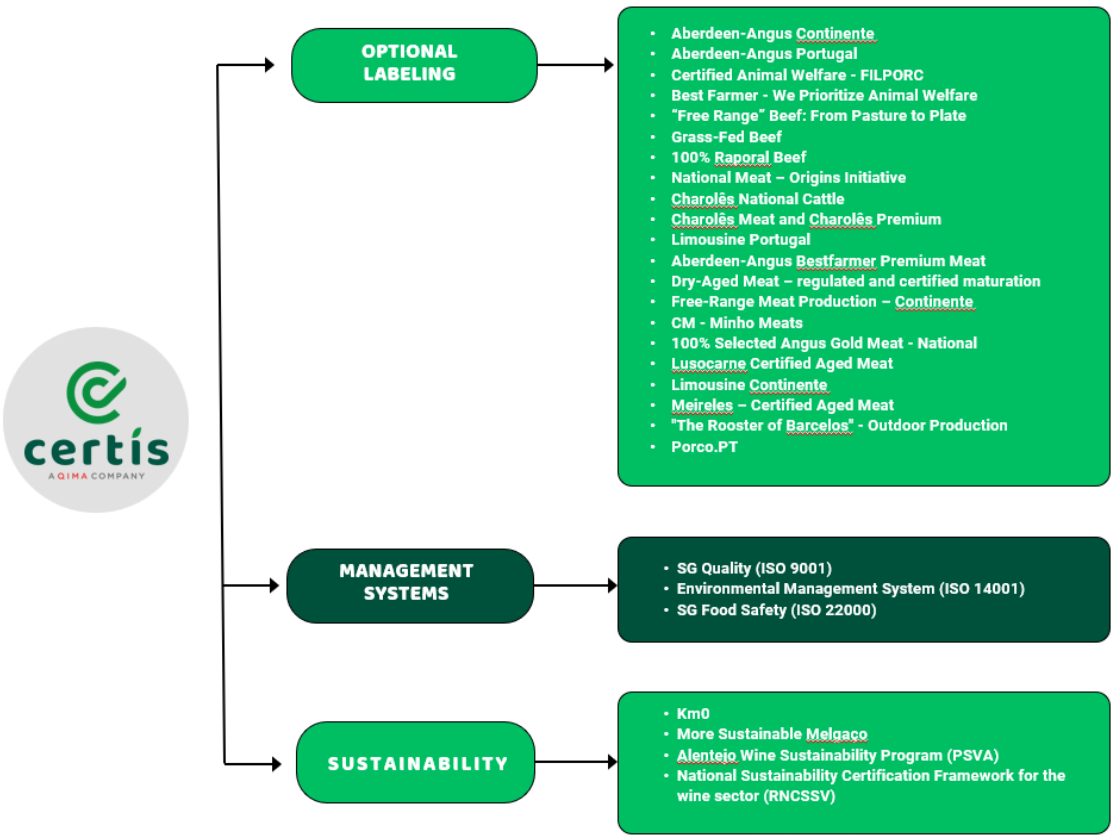


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CERTIS conducts audits under the QIMA/WQS accreditation according to the IFS, BRCGS, and client reference standards, among others. Through other partnerships and accreditations, we also perform MSC/ASC audits. We are partners with the Portuguese Celiac Association to conduct certification audits according to the AOECS reference standard.

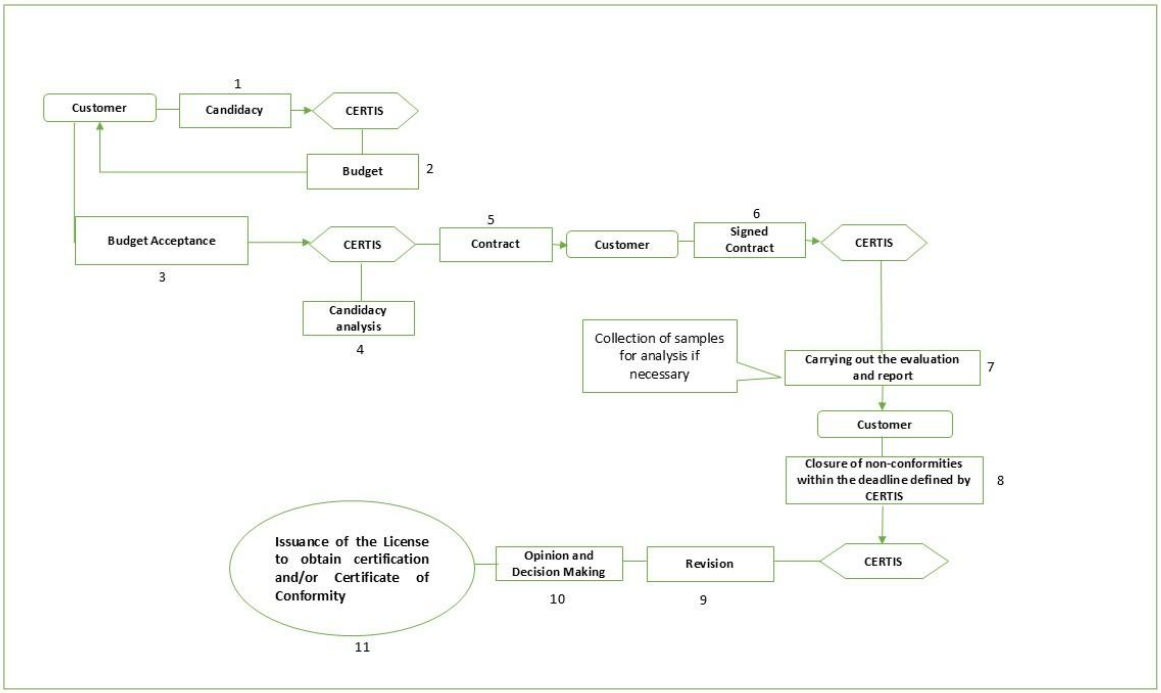
Since February 2021, CERTIS has been recognized by IRTA for WELFAIR® certification.

CERTIS was the certifying body that issued the first certificate for the Sustainability Program of Alentejo Wines. CERTIS was also the partner entity of IVV in the development of the National Reference for Sustainability Certification in the Wine Sector.

4. Evaluation and Certification of Products and/or Management Systems

4.1 Production Modes, Traditional Products, Optional Labelling, and Collective Certification Marks

The evaluation and certification process for products in Production Modes (organic agriculture, integrated production, and integrated protection), GLOBALG.A.P., Traditional Products (PDO, PGI, DO, GI, and GTS), Optional Labelling, Private Standards (PS), and Collective Certification Marks (CCM) is briefly described in the flowchart below.



Flowchart 1: Production Modes, Traditional Products, Optional Labelling, among others.
Note: The numbering above refers to the order in which the actions take place.

All certificates have validity, which varies depending on the product in question. Therefore, the Operator is subject to periodic evaluation of their system to verify compliance with the requirements of the applicable standards, regulations, and/or reference documents.

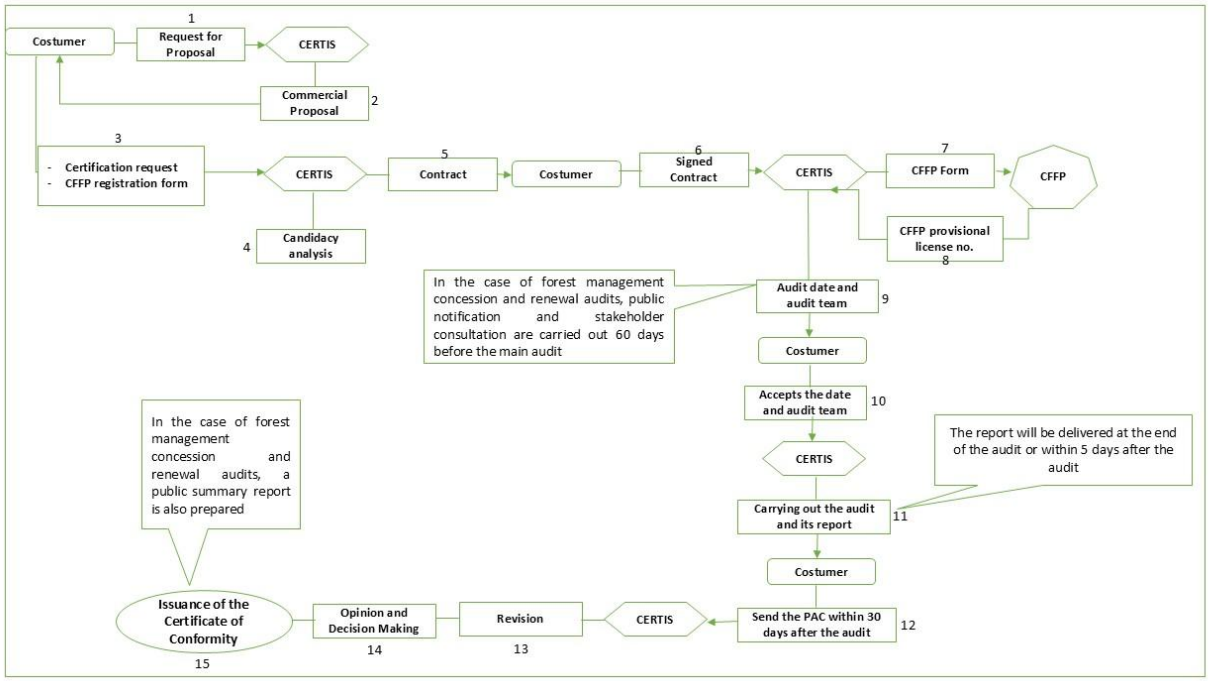
For more detailed information about the procedure for the evaluation and certification of these products, the following procedures should be consulted: P16 (Traditional Products, Optional Labelling,

Private Standards), P17 (Production Modes), P41 (GLOBALG.A.P.), and P37 (Collective Certification Marks) from the CERTIS Quality Manual.

Access to these documents is restricted; therefore, consultation is only possible through a scheduled meeting with the person(s) responsible for the relevant department, where you can clarify your doubts.

4.2. Forest Management and Chain of Custody (PEFC)

The application, evaluation, and decision-making process for organizations applying for certification in forest management and/or chain of custody (PEFC) is summarized in flowchart No. 2.



Flowchart 2: Forest Management and Chain of Custody (PEFC)
Note: The numbering above refers to the order in which the actions take place.

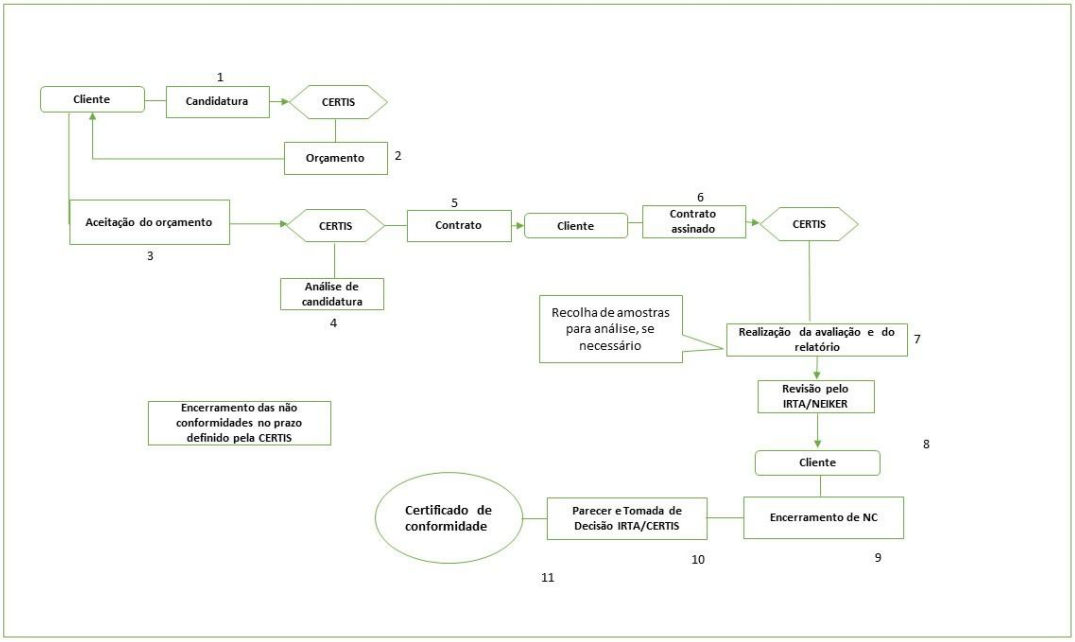
In the case of audits for granting and renewing forest management certification, these are divided into two phases, whereby in the first phase, non-conformities are not raised and the organization is not required to respond to the report. In the second phase audit, or main audit, the audit team may raise findings and inform the organization verbally and/or alongside the audit report. The organization has 30 days to respond to the findings by sending a CAP – Corrective Action Plan to CERTIS. If there are major non-conformities, these must be resolved before the certificate can be issued.

At the end of the 3-year period for forest management and the 5-year period for chain of custody, the certificates are renewed for periods identical to the previous ones, and a renewal audit must be conducted.

For more detailed information about the application, audit, decision-making process, and issuance of the conformity certificate, the following procedures should be consulted: P21 (Forest Management) and P22 (Chain of Custody), which will be provided to the applicant organization following a pre-scheduled meeting with the person responsible for the forestry department.

4.3. WELFAIR®

The evaluation and certification process for the Welfair® Regulation is briefly described in the flowchart below.



Flowchart 3: – Welfair®

For more detailed information about the procedure for the evaluation and certification of this standard, the following procedure should be consulted: P42 - Welfair Quality.

5. Rights and Duties of the Client/Operator

All proposals made and/or services provided by CERTIS, and any contracts or agreements resulting from them, shall be subject to general service conditions, unless otherwise agreed in writing, or when they do not comply with the regulations for the provision of public services for any public entity and/or mandatory local legal provisions.

5.1. Rights of the Client/Operator

The client/operator of CERTIS, upon the preparation and signing of the service provision contract with CERTIS, has the right to:

- Be evaluated annually according to the terms defined in the multi-annual activity plans and the applicable accreditation rules; however, these evaluations may be conducted with or without prior notice.

- Obtain a certificate of conformity, which demonstrates that the client/operator meets the requirements of the relevant Regulations and/or specific standards for the product and/or mode of production and/or management system after the evaluation.

- Be informed by CERTIS whenever it detects any non-conformity in the compliance with the applicable regulations and/or certification standards.

- Professional confidentiality regarding all observations made during its activities, except for those that have a legal obligation to be communicated to third parties, namely to any official body or to entities similar to CERTIS.

5.2. Duties of the Client/Operator

The client/operator of CERTIS, once the contract with CERTIS is signed, has the following duties towards this Control and Certification Body:

- To respect and comply with the rules in force, as stipulated in the Specific Standards and/or Regulations and/or Specifications for each product and/or mode of production and/or management system;

- To accept and collaborate during evaluation visits and sample collections for testing, allowing CERTIS, when applicable, to be accompanied by internal or external experts, observers, and/or external auditors to the Control Body;

- To maintain the documentation related to the mode of production updated, and to ensure that all products and/or substances are properly identified;

- To submit to CERTIS, in writing, for approval before using any brands, packaging, or labels, and to immediately withdraw any product from the market upon detection of any anomaly. In the case of suspension, withdrawal, or termination of certification, they must cease the use of all promotional materials that contain any obsolete references and take actions required by the certification scheme (e.g., return of certification documents);

- To comply with the requirements of CERTIS or those specified in the certification scheme when referencing their product certification in communication materials such as documents, brochures, or advertisements, and therefore not to use the product certification in a way that could compromise CERTIS's reputation, nor to make any claims regarding the product certification that CERTIS may consider misleading or unauthorized;

- To keep records of all complaints received, allowing CERTIS free access to these records and to take appropriate actions regarding such complaints and any deficiencies found in products that affect compliance with certification requirements, documenting the related actions;

- In the event of providing copies of certification documents to others, these documents must be reproduced in their entirety or as specified in the certification scheme;

- To inform the First Contractor in writing and without delay whenever there is any change in the data of the certification application or in the last issued certificate of conformity that may affect the ability to meet certification requirements, namely identification of the unit (name, tax identification, contact person, etc.), and in the characterization of the unit, including significant changes in areas or animal stock, facilities, machinery, subcontracting, importing, storing, or in the farming of different animal and/or plant species, in the quality management system, and any procedures contrary to those stipulated in the aforementioned Regulations;

- To communicate annually to CERTIS their program for the production of plant products, detailed at the level of the plots;

- To comply with the financial agreement defined in the contract (when applicable).

6. Definition of Evaluation and Certification Costs

This amount is calculated taking into account the evaluation costs at the level of laboratory and sensory testing, the monitoring of the production chain in production, processing, and marketing units (if applicable), as well as all other administrative certification expenses. Regarding the costs resulting from the evaluation, these will be parameterized according to the dominant and secondary activities, the areas and number of plots where these productions take place, their respective conditions and facilities, the type and number of animal species and crops produced, among other production factors used in the production, processing, and marketing units.

Although the groups and operators have this information available for their knowledge, CERTIS will provide all necessary clarifications to ensure that there are no doubts on the subject. As soon as candidates (operator or group) submit their certification application, comply with the procedures established by previous protocols, and the evaluation process proceeds accordingly, they will be verbally informed of the total cost to be paid annually. Only in the specific case that they request it will they receive a written document informing them of the amount to be paid.

If an agreement is reached between the parties, a service provision contract is established, with a defined validity and automatic renewals. The operator or group, by committing themselves, in their own forms, to comply with the rules concerning the regulations, standards, and/or specifications, to maintain records and documentation, and to pay the agreed evaluation and certification cost on time, among other specified conditions, are fulfilling the requirements for the Control Body to commence the procedures described in the Manual.

Both parties, if there is an intention to suspend the provision of services, must terminate according to the specific clauses regarding this matter in the respective contract.

Regarding budget proposals for forest management certification under the PEFC system, the values are calculated based on the area and dispersion of the forest management unit, the number of participants involved in forest management (if applicable), and the number of forest products in question.

In the case of budget proposals for the chain of custody (PEFC), they are prepared based on the number of employees in the organization, the number and complexity of the forest products involved, and the chain of custody method applied.

7. Conditions for Suspension and/or Cancellation and Refusal of Certification

An operator may be suspended for a specific period, or have their License revoked whenever they fail to comply with the obligations specified in point 5.2 of this document.

CERTIS may choose to initiate a process to collect unpaid fees and expenses in any jurisdictionally competent court. In such cases, the Operator will bear all costs of collection incurred by the Control Body, including attorney's fees and related costs.

Both CERTIS and the Operator or Group, if there is an intention to suspend the provision of services, must terminate according to the specific clauses outlined for this matter in the respective contract.

CERTIS must refuse to certify a new product or management system if it lacks the necessary competencies or capacity for the certification activities required by the product or management system scheme.

8. Complaint and Appeal Procedures

Any agent in the process can file a complaint or appeal to CERTIS. The operator, group, or an individual may disagree with the way in which certain Certificates of Conformity and/or Licenses for Certification were issued, or may not agree with the sanction or decision that has been made against them, or with any action, attitude, or lack thereof that occurred during the certification activities.

CERTIS has its own procedures (for evaluation, certification, and training activities) to receive and make decisions on the complaints made and appeals submitted by operators in the supply chain, or other stakeholders involved in the certification activities. If further information regarding this procedure is needed, it can be consulted at the CERTIS headquarters, by scheduling a meeting with the Quality Manager.

In any situation of complaint and appeal, confidentiality requirements applicable to the involved entities and the matters at hand are upheld.

9. Confidentiality

Confidentiality regarding the data resulting from the information gathered during the evaluation and certification actions is ensured by CERTIS at all levels of the organization and execution, and is

specifically managed according to the related procedure referred to in the company's Procedure Manual.

All employees, related bodies (committee or subcommittee members, panels of assessors, members of audit teams), senior management, department heads, the quality manager, and members of the governing bodies of the Control Body, must ensure confidentiality, independence, and the avoidance of any potential conflicts of interest.

CERTIS also ensures the confidentiality and/or preservation of all documents concerning its administrative, IT, cleaning, or security personnel.

10. Some Partners Working with CERTIS

A.C.L. - Associação de Criadores Limousine	Abastena - Sociedade Abastecedora de Madeiras, Lda.
Aberdeen-Angus Portugal	ACBM - Associação de Criadores de Bovinos Mertolengos
AFLOBEI – Associação de Prod. Florestais da Beira Interior	Agriangus
Agro Silvícola de S. Matias, S.A.	Agrofiap Produtores Figo da Índia, Lda.
Agromontenegro Lda.	Agrupalto-Agrupamento de Produtores
Agrup. de Prod. de Carne Leite Queijo Raça Minhota	Alcino Nunes & Irmão, Lda.
ANEB - Associação Nacional de Engordadores de Bovinos	ANPOC - Associação Nacacional de Produtores de Cereais
Anselmo Mendes Vinhos, Lda.	ANSUB – Associação de Produtores Florestais do Vale do Sado
APABI - Associação de Produtores Azeite da Beira Interior	APIFLORA - Associação Agro-Florestal
Argeaolea- Sociedade Agrícola, Lda.	Armazéns de Mercearia e Avícola Marvanejo
Associação de Criadores da Raça Marinhoa	Asteriscos e reticências S.A.
Azeites Milénium, Lda.	Barão & Barão
Barão de Vilar, Vinhos S.A.	Best Farmer
BIMBO DONUTS PORTUGAL, LDA.	Biofrescos
Bioveg - Produção e Comércio Agrícola, Lda.	Bolseira - Embalagens, S.A.
Both Wood, S.A.	Brasmar
Camara Municipal de Monção	Camara Municipal de Viana do Castelo
Camara Municipal de Vizela	Carlos & Hélder
Carnalentejana	Carnarouquesa
Carnes Meireles do Minho	Cartig - Cartão e Artigos para Embalagem, Lda.
Casa Clara, Lda.	Casa do Aido - Bernardino Almeida e Costa e Filhos
Centro de Fabrico dos Açores	CEPAAL-Centro Estudos Promoção Azeite Alentejo
Cooperativa Agrí. de Arcos de Valdevez e Ponte da Barca	Cooperativa Agrícola de Beja e Brinches, CRL.
Cooperativa Agrícola de Vila Real	Cooperativa Agrícola dos Olivicultores de Murça, CRL
Cooperativa Agro Rural de Boticas	Cooperativa Pingo de Leite
Dan Cake Portugal, S.A.	Deli Home Ibéria, Unipessoal, Lda.
Diálogos do bosque	EABL - Associação para o Desenvolvimento da Estação de Apoio à Bovinicultura Leiteira
EPW - Tecnologia de Extrusão, Lda.	Eurobatata- Comércio de Produtos Alimentares, Lda.
Fermentopão - Pão Alentejano	Fertiprado - Sementes e Nutrientes, Lda.
FILPORC - Associação Interprofissional da Fileira Carne de Porco	Fio Dourado, Transformação e Comercialização de produtos Olivícolas, Lda.
Floropineque, Lda.	FPAS - Federação Portuguesa de Associações de Suinicultores
Fundação Eugénio de Almeida	GENCOAL, S.A.
Gilberto Manuel Madeira Pintado	Grupo Barcelos- Quinta dos Açores

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Grupo BEL - Formageries Portugal	Grupo Bensaúde
Grupo Campicarn	Grupo Casa Relvas
Grupo Central Cervejas	Grupo Cerealis
Grupo Cister	Grupo Deprado
Grupo Frusoal	Grupo Gérmen
Grupo Intermarché - ITMP Alimentar	Grupo Jerónimo Martins
Grupo Lusiaves	Grupo Montalva
Grupo Moragri	Grupo Olivomundo
Grupo Parmalat - Lactalis	Grupo Primor
Grupo Raporal	Grupo Soja de Portugal
Grupo Sonae	Grupo Valouro
Grupo Valsabor	Herdade do Pinheiro
Herdadedos Grous, Agricultura e Pecuária, Lda.	HVMA - Sociedade Agrícola, Lda
IAMA - Instituto de Alimentação Mercados Agrícolas	Ibero Massa Florestal, SA
Indústria de Carnes Labruge	J. Portugal Ramos Vinhos SA
Jesus Marques e Filhos, Lda.	Joaquim Luis de Araújo Vilhena Freire de Andrade
Joartes - Artes Gráficas, lda.	Jorge Alves – Comércio de Madeiras e Derivados, Unip., Lda.
Lactalis Portugal, Lda	Lagar do Vale, Produção e Transformação de Azeites, Lda
Leite do Campo	Leitões de Negrais - Afonso dos Leitões
Lidl & Cia	Life in a bag Lda
Litoflora - Gestão Agro-Florestal, Lda.	Longa Vida - Indústrias Lácteas, S.A.
Lusocarne - Produtos Alimentares	Madeiras Afonso, Lda.
Manuel Querido - Produção e Comércio de Suínos	MARITÁVORA Investimentos, Lda
Maroteira vinhos, Lda	Marsil - Artes Gráficas, Lda.
Martins e Constantino	Martos & C.ª, Lda
Matadouro Central de Entre Douro e Minho	Matadouro e Carnes Linda Rosa, Lda.
Matadouros da Beira Litoral	Matadouros do Litoral Alentejano
Mateus & Sequeira Vinhos, S.A.	Matisilva - Carnes
Meatrading	Miguel & Miguel - Transformação de Porco Preto
Montadigo, Lda.	Monte do Pasto
Monte do Trevo Enotorismo, Agricultura e Viticultura Lda	MSD Animal Health
Nanta II- Nutrição S.A.	Nasófis, Lda
Navigator	Novo Horizonte - Importação de Prod. Bioenergéticos, Lda.
Nutriaves	Oviger
Ovinos da Tapada	Paisagindo, Unipessoal, Lda
Palácio da Brejoeira - Viticultores, S.A.	Pasto Alentejano

PCarnes, S.A.	Pec Nordeste- Indústria de Produtos do Norte S.A.
Perugel	Pineforest - Importação de Madeiras, Lda.
Porminho	Promert, SA – Agrup. de Produtores de Bovinos Mertolengos
QÊPÊTÊ - Produção e Comercialização de Produtos Alimentares, Lda	Queijo de Évora DOP: Cachopas/ Monte do Ganhão/ Oviqueijo
Queijo Serpa DOP: Charrua/ Guilherme/ NC-Cavaco/ Vasco & Pacheco	Quinta da Lixa - Sociedade Agrícola, Lda.
Quinta do Estanho - Vinhos do Porto e Douro Lda.	Rana Hispania S.A.U.
Raporal, S.A.	Ribassabores
Roclayer - Packaging Compounds, S.A.	Rosa Esther Pérez Unipessoal, Lda.
Rosado Pereira Lda	ROZÉS, S. A
Rui Costa e Sousa e Irmãos	Sá Morais Castro, Lda.
SAVAM - Sociedade Agrícola Vinho Alvarinho Monção, Lda	SEL - Salsicharia Estremocense
Sercaça, Lda.	Serra & Silva
Showing Signs, Design, S.A.	SITANK Navegação Logística Lda.
Soc. Agricola Vale Inguinhos	Sociedade Agrícola Alberto Manso, Lda.
Sociedade Agrícola do Monte Novo e Figueirinha, Lda.	Sociedade dos Vinhos Borges, S.A.
Soprofe - Sociedade de Produção Florestal, Lda.	Sovena Portugal Consumer Goods, S.A.
Sutol-Indústrias Alimentares, Lda.	Tacopal - Tanoaria e Construção Civil de Palaçoulo
Tapada de Coelheiros	Tec Pellets - Produção e Comercialização de Pellets, Lda.
Trás-os-Montes Prime, Lda.	UCAAI-União de Cooperativas Agrícolas Alentejo Interior
Unileite - União de Cooperativas Agrícolas de Lacticínios da Ilha de São Miguel	Vasco, Nuno & Cláudio Vieira, Lda.
Vilela, Cardoso & Morais, Lda.	Vinhos Quinta da Pedra Alta, S.A.
Vivid-Foods	Zolve- Logística e transporte, S.A.
ZUG, Lda.	